

Integrated Family Medicine Emergency Medicine

Worksheet and Dates for Completion of Resident Project

Resident Name: _____

Monitor Name: _____

Content Advisor Name(s): _____

GROUP	TASK	TIMELINES	DATE	TASK COMPLETE
PGY1	Meet with project monitor to begin formulating a type of project	July – August		
	Decide on topic and formulate the (research/project) question	July – September		
	Select Content Advisor(s)	July – September		
	Literature Review	August – November		
	Present overview of project at NB EM Research Day	November		
	Submit written project proposal (Form I) and Project Supervisor Form (Form II)	1 st Monday in February		
	Submit project to the DECRH Research Ethics Committee (if necessary)	September – February		
	Present project proposal during FM Project Day	2 nd Monday in May		
PGY2	Submit Project Progress Report (Form III)	2 nd Monday in August		
	Completed draft of project given to Project Supervisor; Complete Resident Project Final Approval Form (Form IV)	1 st Monday in October		
	Present project at NB EM Research Meeting	November		
	CAEP abstracts	End of December		
	Submit Final Project to Project Supervisor (will be forwarded to FM Education Committee Secretary)	2 nd Monday in February		
	Assessment of Project	March - April		
	Present project at FM Project Presentation Day	2 nd Monday in May		

GROUP	TASK	TIMELINES	DATE	TASK COMPLETE
PGY3	Meet with project monitor to discuss submission for publication	July		
	Draft submission of publication	End of September		
	Update on publication progress; submit to CAEP (present in June)	December		
	Final submission of publication with completed revisions	End of March		
	Submit for presentation at DAL EM Research Day	May		